

**CONFERENCE INFORMATION REPORT**

CIVIL ACTION NO. \_\_\_\_\_

JURY TRIAL \_\_\_\_\_ NON-JURY TRIAL \_\_\_\_\_ ARBITRATION \_\_\_\_\_

SERVICE OF PROCESS MADE \_\_\_\_\_ (Date)

SHORT CAPTION:

TRIAL COUNSEL \_\_\_\_\_

REPRESENTING \_\_\_\_\_

LAW FIRM \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE & FAX \_\_\_\_\_

DISCOVERY COMPLETED \_\_\_\_\_ IF NOT, WHEN? \_\_\_\_\_ (Date)

Yes

PROTRACTED DISCOVERY REQUIRED? \_\_\_\_\_

Yes/No

IF YES, DESCRIBE PROPOSED DISCOVERY SEGMENTS BY SUBJECT MATTER OR PARTIES AND SUGGEST DATES FOR SEGMENTS:

OTHER PRETRIAL MATTERS:

SETTLEMENT CONFERENCE REQUESTED? \_\_\_\_\_

TRIAL TIME: TIME TO PRESENT YOUR CASE \_\_\_\_\_

TIME FOR ENTIRE TRIAL \_\_\_\_\_

OTHER COMMENTS:

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF COUNSEL

\_\_\_\_\_  
TYPE OR PRINT NAME

This form should be faxed to Chambers at 267.299.5078 or mailed or hand delivered to Chambers, Room 4001, U.S. Courthouse, 601 Market Street, Philadelphia, PA 19106-1741.

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